



Minutes of the meeting of the Council

Wednesday 15 February 2023

At Clifford Village Hall

Present: Cllrs N Fawcett (Chairman), Cllr T Blackmore (Vice Chairman), I Bartlett, R Bray, S Park and A Poulter

In attendance: N Fairbairn (Clerk)

Public Participation

None.

23/18 Apologies for absence

Apologies were received from Cllr J Lund. It was **resolved** to approve the reason for his absence.

23/19 Crime Report

The following offences were recorded in Clifford in December 2022:

Burglary x 1

Possession of weapons x 1

At the PACT meeting it was noted that reported crimes in the Wetherby Ward in January 2023 were two thirds of those reported in December 2023.

23/20 Declarations of Interest and Notifications of changes in the Members' Register of Interests

None

23/21 The minutes of the meeting held on 18 January 2023 were confirmed as a true record and signed by the Chairman.

23/22 Chairman's Business

The volunteer litter pick will take place on Saturday 25 February 2023. The clerk will complete the risk assessment and forward to Cllr Fawcett.

23/23 Clerk's report

1. All the transactions for the financial year to date have been added to the Scribe accounting software. The clerk will invite all councillors to an online demonstration of the system.
2. The log on details for the online Digital Mapping service have been circulated. The council will consider the purchase of an annual subscription at the March meeting.
3. The annual CIL report has been submitted to LCC and added to the website.

23/24 Ward Councillor's Business

None

23/25 Neighbourhood Plan Community Projects & CIL Funding

1. The TMWG queried if CIL funds could be used for traffic management projects. This will be considered once the WG have finalised proposals.

23/26 Lead Members & Committee Representatives

1. Residents have raised concerns about dog fouling and aggressive dogs at Northways. It was agreed that notices will be out on the website, Facebook and at installed at Northways advising that dogs will be banned from the site if this continues.
2. The LCC Leeds Festival Working Group will be reconvening in March 2023. Cllr Poulter will attend as the representative for Clifford Parish Council.
3. Concerns were raised about an overgrown hedge on South View which is obstructing the footpath. The clerk was instructed to write to the householder.
4. There have been more instances of people using the CCSG for golf practice. No action will be taken at this stage.

5. The Traffic Management Working Group instructed the clerk to request the results of the recent speed monitoring carried out by LCC and to request an update about the proposed footpath improvements.
6. Quotes are awaited for installation of replacement playground equipment.

23/27 Policies

1. It was **resolved** to approve the Standing Orders
2. It was **resolved** to approve the Data Protection Policy
3. It was **resolved** to approve the Records Management Policy
4. It was **resolved** to approve the Scheme of Delegation

23/28 The cost of repairs to the track at the CCSG will be considered at the March meeting.

23/29 A quote is awaited for power washing the Wetpour at the playground. A quote for repairs to the multi climbing frame will be considered at the March meeting.

23/30 It was **resolved** to approve the appointment of Carrie Pillow of Elkerlodge Bookkeeping as Internal Auditor for 2022/2023.

23/31 The request to install a commemorative bench on the footpath leading from Rhodes lane towards the A1 will be considered further once LCC Highways have confirmed whether they will grant permission and cost of supplying and installing it.

23/32 The timetable for the Local Council elections on the 4 May 2023 was noted. Councillors were advised to attend the LCC election briefing on 1 March 2023.

23/33 Planning matters

- a) Decisions known or received:
 - 22/04122/FU** Change of use of land, demolition of existing garage/workshop and provision of a modular timber lodge to form a new dwelling including new vehicle site access with associated gravel driveway and landscaping at land off Bramham Road, Clifford. Refused
 - 22/05326/FU** Demolitions of single storey rear extension; construction of a two storey rear extension at 7 Albion Street, Clifford. Approved
 - 22/07787/FU** Change of use of agricultural land to site for holiday let pods and provision of three self-contained relocatable pods with associated parking and new vehicle access at field off Bramham Road, Clifford. Refused
 - 22/08132/CLP** Certificate of Proposed Lawful Development for demolition of existing conservatory and construction of new conservatory to side and rear at 16 Mill Dam, Clifford. Approved
- b) To receive an update on Planning Applications considered by the Planning Working Group
 - 23/00504/FU NE** Single storey side extension at 22 Willow Crescent, Clifford
 - 23/00097/FU/NE** Partial conversion of the garage to habitable accommodation To the front the garage doors closest to the property would be replaced with a window which would be in keeping with the existing windows on the rest of the house. A single garage would remain and there would be no change to the private driveway which provides parking for 2 cars. To the rear the small single-storey extension would be approximately 3.21m wide by 1.12m depth to bring the current kitchen and garage walls in line and incorporate sliding patio doors. The extension would be rendered to match the existing exterior as well as matching the roof tiles to ensure coherence at 14 Nunnery Way Clifford. No objection but the council noted potential concerns about the loss of a parking space.
 - 22/08227/FU/NE** Alterations to the boundary treatments including replacement of boundary fence to rear by extending the existing boundary wall, with the addition of an archway and gate; widen the gateway drive to side raising the side wall to 1.8m (remove the railings and replace with limestone), including 1.8m tall gate with new limestone pillars with a 3rd limestone pillar with a new pedestrian gateway, front wall to be raised at 3 St Edwards Wood Clifford. Still under consideration by the Planning Working Group.
 - 23/00533/FU/NE** Variation of conditions 2 (approved plans), 14 (eco appraisal and bat survey) and 24 (approved flood risk and drainage strategy) of previous approval 20/01566/FU (Partial demolition, refurbishment and reconfiguration of hospice, single and two storey extensions, and

single storey buildings, car parking, access, footpath and landscaping) at Martin House Childrens Hospice Grove Road Boston Spa. Still under consideration by the Planning Working Group.

c) Enforcement

21/01363/NCP3 Appeal lodged against Planning Enforcement Decision. Without planning permission, the erection of a detached building together with the creation of an ancillary curtilage Land Adjacent to Westfield Lodge, Westfield Lane Clifford.

- d) **22/04991/FU** Realignment of the existing stone wall to facilitate vehicle and pedestrian improvements to Bramham Road. Erection of two outbuildings. Replacement of an existing timber fence with a new stone boundary wall and gate pillars. Replacement of an existing single storey extension to Corner Cottage. Change of use of land to parking, with associated hardstanding/landscaping at Corner Cottage 2 High Street, Clifford. Cllr Fawcett and Cllr Park attended the Plans Panel meeting. The decision has been deferred to allow the council and the applicant to meet with the aim of reaching an agreement. It was agreed that the council would not compromise on the position of the boundary wall, but concession can be met as to the extend of the development behind the wall. If no agreement can be reached it is likely that the application will be referred to the Plans Panel.

23/34 Financial Matters

a) The following receipts were noted:

i	BACS	Allotment bonds plots 18 & 19	100.00
II	BACS	Allotment rent	55.00

b) It was **resolved** to approve the following payments for

		Payee	Amount (excl VAT)	VAT	Total	Sec 137
i	BACS	Clerk's Salary	581.53		581.53	
ii	BACS	Clerk (Office 365 Business basic monthly fee)	4.50	.90	5.40	
iii	BACS	G Baxter (Grass cutting)	1280.00	256.00	1536.00	
iv	BACS	YLCA (Training course)	33.40		33.40	
v	BACS	Cllr Fawcett (Christmas lights storage box & glue)	40.84	8.16	49.00	
vi	BACS	Clerk – mobile phone top up	10.00		10.00	

c) The bank reconciliations and managements were received and the bank balances were noted as follows as at 31 January 2023

Unity Current Account	£ 471,944.70
Santander Deposit Account	£ 57214.74
Santander Bond	£ 27,227.74
Total	£ 556,387.04 (includes earmarked/CIL funds of £116,137)

23/35 Correspondence Updates (other than that relating to specific agenda items)

- Resident raising concerns re the use of a flail to cut the hedge on Green Lane. It was noted that the hedge cutting was not undertaken by the council.
- Resident re unauthorised use of their land the field off Clifford Moor Lane/Willow Lane. No action required by the council.

23/36 Next Meeting

It was noted that any reports/agenda items for the Meeting to be held on 15 March need to be with the Clerk by Tuesday 17 March 2023.

There being no further business, the Chairman declared the meeting closed at 9.15 pm.

Signed.....

Dated.....